

# Getting an ID When You Have Lost all Forms of ID

What do you do when you have lost all of your forms of ID? Here is a step by step guide:

## 1. First, replace your Birth Certificate

### ● Order in person

- In South Dakota, go to the State Office of Vital Records of any [Register of Deeds](#) office, and complete an application
  - Bring 2 alternative forms of identification (if you do not have a government issued photo ID, alternates could include: utility bill with current address; bank statement with current address; pay stub (must include your name and Social Security number plus name and address of business); or car registration or title with current address.
- Fee: Certificate, \$15.00
- Payment options: May vary by location. Call ahead to find out.
- For other states, contact the Vital Records office state you were born in.

### ● Order by mail

- Obtain an application online at <https://doh.sd.gov/documents/Records/StateApplication.pdf> or at any Register of Deeds office.
- Mail it in to one of the following:
  - Any County Register of Deeds Office
  - State Office of Vital Records 207 E. Missouri, Suite 1-A, Pierre, SD 57501
- Application must be signed by a notary or a clear copy of an acceptable [photo ID](#)
- Fee: Certificate, \$15.00
- Payment options: Check or money order.

## 1. Second, replace your Driver's License or Non-Driver ID

- ● Take your certified birth certificate and other necessary [documents](#) to the local Department of Public Safety to replace your driver's license or non-driver ID.
  - For those who don't have the necessary documents, consider filling out a [Consent for Use of South Dakota Address form](#) through the Department of Public Safety. This would allow you to list another person's address as your own; that person would fill out the form and provide appropriate documentation.
  - For individuals' who are in a temporary living situation (homeless shelter, treatment facility, etc.) staff of that program can write a letter stating that you currently reside at that facility; it should be on company letterhead.
- Some people may be eligible to renew or obtain a duplicate online.
  - <https://dps.sd.gov/driver-licensing/renew-and-duplicate/renew-online>
  - You will need to upload 2 documents that prove your address. They must show your name and be less than one year old.
  - The license will be mailed in 2-3 weeks, and there is an additional \$2.00 fee (in addition to the renewal fee) for using the online option.

## 1. Finally, replace your Social Security Card

- ● **In person:**
  - Print out an application online at [www.ssa.gov/forms/ss-5.pdf](https://www.ssa.gov/forms/ss-5.pdf), or you can obtain one at a local social security office
  - Submit the application along with appropriate required documents:
    - Citizenship = US. Birth certificate or U.S. Passport
    - Proof of age = Birth Certificate
    - Proof of identity = U.S. driver's license; State-issued non-driver identification card; or U.S. passport.
      - If you do not have these documents (and can't get them replaced) you will need other documents including Employee identification card; School identification card; Health insurance card (not a Medicare card); or identification card.
  - Please note
    - Documents must be original; copies or expired documents won't be accepted
    - 1 document can be used for 2 purposes (ie. a passport can be both proof of both citizenship and identity; you need at least 2 separate documents total)
- ● **Online:** You may be able to apply for a replacement card online if you:
  - Are a citizen age 18 or older with a U.S. mailing address (this includes APO, FPO, and DPO addresses)
  - Are not requesting a name change or any other change to your card
  - Have a driver's license or state-issued identification card from one of the many participating states or the District of Columbia.
  - Visit: [www.ssa.gov/ssnumber/](https://www.ssa.gov/ssnumber/) for more information

**For more information on obtaining various forms of ID, call 211 or search our online database:**

- [www.helplinecenter.org/2-1-1](https://www.helplinecenter.org/2-1-1)
  - Enter your zip code
  - Select Government category

**Sources:**

- Department of Health Certificates & Records <https://doh.sd.gov/records/birth-records.aspx>
- Department of Public Safety <https://dps.sd.gov/driver-licensing>
- Social Security Administration <https://www.ssa.gov/ssnumber/>

**Disclaimer:** This HelpSheet is developed by the Helpline Center. HelpSheets provide a brief overview of the designated topic. For more information, call 211 or text your zip code to 898211.

**Updated:** April 2024